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SECTION II

THE MOBILIZATION ORGANIZATION

2-1 Introduction

1. Several civilian and military organizations share responsibilities for conducting mobilization operations. Beginning with the President in his role as Commander in Chief of the Armed Forces and concluding with the commanders of individual military units, the mobilization process is a complex undertaking that requires constant and precise coordination among the executing commands and organizations. Appendix A provides a listing of references which further address mobilization planning, authority and execution. Appendix B provides an explanation of the acronyms used throughout this guide.

2-2 NCA

1. The NCA consists of the President and SECDEF or their duly deputized alternates or successors. Use of the term National Command Authorities signifies constitutional authority to direct the armed forces to execute military action. The NCA must authorize both the movement of forces and execution of military action. By law, no one else in the chain of command has the authority to take such action.

2-3 Congress

1. Congress can authorize full and total mobilization by either declaring war or a national emergency. In addition, Congress may authorize partial mobilization. Congress also has the authority to enact legislation to reinstate conscription (draft) under the Selective Service Act (SSA) and provide for other emergency authorities.

2-4 DoD

1. The element of the Federal government most directly involved with conducting the national security affairs of the United States is the DoD. DoD was established as an executive department of the government in 1949 with SECDEF as the head. DoD includes the Office of the Secretary of Defense (OSD), the JCS, the Joint Staff, the military departments, the unified and specified commands, and other agencies established to meet specific requirements.

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2-5 SECDEF

1. The SECDEF provides leadership for DoD and, as such, is the principal assistant to the President on all matters relating to the maintenance and employment of the Armed Forces. The SECDEF directs mobilization of reserve components units and manpower through the military departments. The SECDEF directs demobilization of the forces and oversees service compliance with existing laws, policies, and directives.

2-6 The JCS

1. The collective body, headed by the Chairman (CJCS), was formally established as the principal military advisors to the President, the SECDEF, and the National Security Council by the National Security Act of 1947. Confusion on the role of each service and the authority of the JCS led to the Goldwater-Nichols DoD Reorganization Act of 1986. This act prescribes the operational chain of command which runs from the President to the SECDEF to the combatant commanders. It also establishes the CJCS in the communications chain of command. All communications between the NCA and the combatant commanders pass through the CJCS unless otherwise directed by the NCA. The CJCS has no executive authority to command combatant forces. However, the CJCS approves OPLANS and recommends the assignment of forces to combatant commands.

2-7 Force Provider

1. The only designated command assigned this role is United States Atlantic Command (USACOM) and may be employed when requested by the JCS or the supported commander. When requested by the supported CINC, the joint force provider's role allows it to look broadly at the total forces available between the supported CINC and the Services who resource the CINC's requirements, and to consider other actual or potential missions, to ensure the optimum use of forces. The Services do the actual sourcing of forces. The force provider integrates requirements for specific support for operations other than war, when more than one Service is able to provide forces such as engineers, security, and transportation. The force provider assigns sourcing responsibility in coordination with the Service(s) and the supported CINC. It also is responsible for Joint Personnel Training and Tracking Activity (JPTTA) training at the CONUS Replacement Center (CRC) when requested by supported CINC when total force numbers are greater than 400.

2. Joint mobilization and/or demobilization processing, instituted by the JCS and/or the supported Combatant Commander, may be established in each contingency scenario. If established,

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requirements will be coordinated and issued by the force provider, or the supported combatant CINC concerned. These requirements will be coordinated with Navy Mobilization Processing Stations (NMPSS), by the Bureau of Naval Personnel (BUPERS).

2-8 Unified Command Structure

1. The combatant commands consist of unified commands (a command consisting of two or more military service forces with broad, continuing missions) and specified commands (a command consisting of one military service force with broad, continuing missions) that are either planning for or engaged in military operations.

2. In peacetime, the responsibilities of combatant commands/CINCs are consistent with legislation, military department and service policy, budgetary considerations, and local conditions. During crisis or war, the CINC's authority expands to include use of facilities and supplies of all forces under his/her command. CINCs are designated as supported (the theater CINC who is responsible for regional responsibilities within the theater), including Atlantic, European, Central, Pacific, and Southern commands, or supporting (the CINC with global responsibilities who provides forces and logistics) including U. S. Transportation Command (USTRANSCOM), U. S. Special Operations Command (USSOCOM), U. S. Space Command (USSPACECOM), and U. S. Strategic Command (USSTRATCOM).

2-9 CINCs

1. Combatant commanders (CINCs) of unified and specified commands develop OPLANs, Contingency Plans (CONPLANs), Operations Orders (OPORDs), and force requirements to address the spectrum of military operations that may occur within their respective areas. CINCs are designated as supported or supporting.

a. Supported CINCs

(1) A supported CINC has primary responsibility for all aspects of tasks assigned in the JSCP.

(2) The supported CINC develops OPLANs, CONPLANs, OPORDs, and redeployment plans in response to requirements of the JCS. As required, the supported CINC coordinates with participating allied/coalition forces to ensure adequacy of support and arranges for mutual assistance and support. Upon cessation of hostilities and on order, the supported CINC initiates the redeployment of forces and demobilization actions for reserve units that are deployed within their Area of Responsibility (AOR).

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b. Supporting CINCs. Supporting CINCs conduct mobilization training, provide augmentation forces or other support to a supported CINC, and develop supporting plans. They also ensure redeployment and demobilization plans and activities are completed expeditiously in anticipation of future crises.

2-10 United States Transportation Command (USTRANSCOM)

1. USTRANSCOM, a supporting CINC, is directly involved with supporting the Navy's mobilization process. USTRANSCOM, as the DoD single manager for transportation, provides air, land, and sea transportation to meet national security objectives. U.S. Commander in Chief, Transportation Command (USCINCTrans) has Combatant Command (COCOM) of Military Traffic Management Command (MTMC), Air Mobility Command (AMC), and Commander, Military Sealift Command (COMSC), collectively known as the Transportation Component Commands (TCC).

2. The commanders of these TCCs have operational control of strategic lift forces. USTRANSCOM orchestrates all transportation aspects of the deliberate planning process, and, in conjunction with the joint staff, continues to develop JOPES.

2-11 COMSC

1. COMSC, the USTRANSCOM naval component command, provides sealift transportation assets in support of DoD components. COMSC's mission includes negotiating contracts with operators of commercial-scheduled container liner services that provide port-to-port delivery of military and/or container cargo. In a crisis, strategic sealift divides into two categories:

a. Surge shipping to deploy warfighting units.

b. Resupply or sustainment shipping to move support and follow-on units and supplies.

2. In addition, COMSC administers support of pre-positioned shipping.

2-12 USSOCOM

1. USSOCOM, a supporting CINC, is principally responsible for providing Special Operations Forces (SOF) to the Combatant Commander. SOF includes US Air Force and Navy Special Operations assets, as well as Army Civil Affairs, Psychological Operations, Special Forces, Rangers, and Special Operations Aviation.

2. USSOCOM is responsible for providing support to the Combatant Commander's OPLANs/OPORDs.

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2-13 DON

1. The Department of the Navy (DON) is responsible for the assignment, preparation, and support of navy and marine forces necessary for employment across the operational continuum. The DON is responsible for recruiting, structuring, stationing, manning, equipping, supplying, training, mobilizing, modernizing, administering, organizing, and demobilizing Navy forces. These functions are executed under the supervision of SECNAV and the CNO.

2-14 SECNAV

1. SECNAV is the civilian head of the Navy and is responsible for all affairs of DON. In addition to heading the Navy, the Secretary is a member of the SECDEF's Armed Forces Policy Council. The majority of the functions of SECNAV are those statutory functions performed without further delegation to the CNO, such as procurement, civil law, and civil works. Specifically, SECNAV is responsible for the civilian supervision of the administration, management, and policy formulation aspects of the missions of DON.

2-15 CNO

1. CNO is the military head of the Navy executive component (OPNAV) of DON. It exists to assist SECNAV in his responsibilities. CNO is responsible for the planning, recruiting, training, equipping and mobilization of both the regular and reserve Navy. In addition, CNO is a member of JCS.

2-16 Deputy CNO (Plans, Policy and Operations) (N3/N5)

1. CNO (N3/N5) serves as principal advisor to CNO on JCS matters; implements CNO responsibilities for development and dissemination of strategic plans and policies; serves as principal advisor to SECNAV and CNO on strategic planning, nuclear warfare, and nuclear and conventional arms control, weapon systems, National Security Council (NSC) affairs, and international politico-military matters; serves as principal advisor to CNO on technology transfer, security assistance, foreign disclosure, and international program policy issues; and maintains the current operational status of unit forces. Serves additional duty as the Navy Operations Deputy within the Operations Deputies of the JCS, a subsidiary body under the JCS.

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2. Mobilization Functions/Implementing Tasks

- a. Provide oversight of Navy mobilization planning, policy and coordination.
- b. Apportion below-the-line Navy support forces for mobilization planning.
- c. Represent Navy on all joint and OSD mobilization issues.
- d. Review CINC-validated requirements for priority, policy, and appropriate assets.
- e. Process incoming requests for involuntary recall/mobilization and transmit SELRES requirements to COMNAVRESFOR via CNO (N095). Forward requirements for PIM to CNO (N1).

2-17 Deputy CNO (Manpower and Personnel) (N1)

1. CNO (N1) is the principal advisor to CNO on Total Force Manpower and Personnel matters. Responsible for the overall management of activation, mobilization, demobilization, and deactivation processes and for the development and maintenance of a complete manpower picture for Navy and manpower reports. These reports will track for each contingency, the reserve, retired or civilian individual gained to active duty and the number of days each individual supports the contingency. They will provide for the authoritative identification of individuals in personnel-related, post-contingency follow-on actions and a historical record for post-contingency analysis.
2. CNO (N1) implements CNO mobilization directives by providing policy guidance on preparation of orders, deferment and separation criteria, screening procedures, and other manpower and personnel (MP) issues related to mobilization. Serves additional duty as Chief of Naval Personnel (CHNAVPERS). More specific functional responsibilities are provided under each assistant's or director's description.

2-18 Assistant for Naval Reserve Matters (CNO (N1R))

1. Serves as principal advisor and assistant to CNO (N1) for Naval Reserve matters.
2. Mobilization Functions/Implementing Tasks
 - a. Reviews and comments on policies, procedures and criteria affecting the Naval Reserve.
 - b. Serves as CNO (N1) focal point for Naval Reserve matters.

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c. Coordinates with CNO (N3/N5) on MP mobilization issues for planning and execution of JCS Command Post Exercises (CPXs) and Field Training Exercises (FTXs).

d. Coordinates with appropriate offices and commands on the training and administration of the Naval Reserve.

e. Develops and issues plans and policies for the Pre-trained Individual Manpower (PIM) program.

f. Directs Navy Mobilization Processing Sites (NMPS) operations on behalf of CNO (N1) via the Emergency Response Cell (ERC) (ERC operations are explained in section 2-21 2k(3)(d)). Recommends plans and programs for FTX tests as necessary to evaluate NMPS readiness. Directs and coordinates approved Navy-wide FTX to test and evaluate NMPS.

2-19 Director, Total Force Programming, Manpower and Information Resource Management Division (CNO (N12))

1. Develops, maintains, and manages total force MP programming; determines/validates manpower requirements. Oversees MP financial matters.

2. Mobilization Functions/Implementing Tasks

a. Develops, implements, and manages automatic data processing (ADP) systems and models for the Navy's total force manpower requirements and authorization systems. A comprehensive listing and description of MP Automated Information Systems (AIS) are reflected in appendix C.

b. Serves as assessment sponsor for MP matters. Assists claimants in justifying MP resources.

c. Develops policies and procedures for the determination and validation of total force mobilization manpower requirements. Develops officer and enlisted qualitative and quantitative manpower programmed authorizations. Coordinates, approves and documents total force ship and squadron manpower requirements in Ship Manpower Documents (SMDs) and Squadron Manpower Documents (SQMDs). Approves manpower deviations from validated authorizations.

d. Monitors Navy-wide civilian manpower issues to determine total force impact. Provides status and coordinates civilian manpower programming issues.

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e. Programming for Training and Administration of Reserves (TAR)/SELRES requirements of reserve support units (BUPERS augment units and PMTs).

f. Activate Reserve Unit Identification Codes (UICs) for reserve personnel gain to active duty at field Personnel Support Detachments (PERSUPP DETs).

2-20 Director of Naval Reserve (CNO (N095))

1. Serves as principal advisor to CNO, via the Vice Chief of Naval Operations (VCNO) on all selected Naval Reserve matters, except mobilization planning (CNO (N3/N5) function) and personnel mobilization (CNO (N1) function). Advises CNO on the status of selected Naval Reserve mobilization readiness. Serves primary duty as Commander, Naval Reserve Force (COMNAVRESFOR). In the event of mobilization will function in that capacity. See section 2-22 for a description of COMNAVRESFOR functions.

2. Mobilization Functions/Implementing Tasks

a. Recommends the size and composition of the selected Naval Reserve based on mobilization manpower requirements, and resource/program sponsor desires, and with the sponsor, prescribes allowed personnel strength of individual Naval Reserve programs and units.

b. Coordinates with appropriate commands and offices in all matters involving Selected Naval Reserve manpower, personnel and mobilization plans and policies.

c. Contributes and prepares Navy's position on policy matters or plans affecting or involving the Selected Naval Reserve.

d. Coordinates with assigned program sponsors in developing and implementing Selected Naval Reserve programs which provide manpower and deployable equipment to meet mobilization requirements.

e. Assists CNO (N3/N5) and CNO (N1) in developing plans for mobilizing Selected Naval Reserve personnel.

f. Establishes policy to be implemented by COMNAVRESFOR.

g. Assists CNO (N3/N5) in identifying Selected Reserve (SELRES) and Individual Mobilization Assets (IMAs) to be mobilized. Uses the Reserve Training Support System (RTSS) to monitor mobilization progress.

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2-21 CHNAVPERS

1. Provides for and directs the procurement, distribution, administration, and career motivation of naval personnel to meet the quantitative and qualitative manpower requirements determined by CNO; develops service-wide programs for improved human resources management; and commands BUPERS. CHNAVPERS is an additional duty of CNO (N1). CHNAVPERS subordinate commands include: Commander, Navy Recruiting Command (COMNAVCRUITCOM); Enlisted Personnel Management Center (EPMAC) and Naval Reserve Personnel Center (NAVRESPERSCEN).

2. Mobilization Functions/Implementing Tasks. The various departments within BUPERS and their assigned responsibilities are:

a. Civilian Workforce Integration Advisor (Pers-OOC). Civilian personnel mobilization coordination.

b. Administrative Office (Pers-01)

(1) Emergency Response Cell (ERC) Watch Captain; and

(2) Watchbill assignments, training qualification and ERC equipping and standup.

c. Resources Management Office (Pers-02)

(1) Claimancy programming;

(2) Claimancy budgeting guidance for activities affected by mobilization surge workloads;

(3) NAVRESPERSCEN operations; and

(4) Operations and Maintenance, Navy (OMN) funding guidance for voluntary and involuntary reserve recalls/mobilizations.

d. Office of Legal Counsel (Pers-06). Legal reviews and opinions on mobilization authorities, policies and guidance.

e. Assistant Chief of Naval Personnel (ACNP) for Military Personnel Policy and Career Progression (Pers-2)

(1) Compensation and Policy Coordination Division (Pers-20)

(a) Pay and allowances policy;

(b) Human Immunodeficiency Virus (HIV) policy; and

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(c) Reserve medical/other special pays policy.

(2) Recruiting/Retention Programs (Pers-23).

(3) In-Service Procurement (Pers-25)

(a) Management of Military Personnel Navy (MPN) order writing support; and

(b) Manages MPN fund distribution for active duty for special work (ADSW) support of the CINCs and voluntary recalls.

f. ACNP for Management Support (Pers-3) - Field Support Division (Pers-33)

(1) Provide guidance for reserve personnel gains to active duty (Pers-331); and

(2) Benefits and eligibility (Pers-334): Dependents Eligibility Enrollment Reporting System/Real-time Automated Personnel Identification System (DEERS)/(RAPIDS) support of reserve integration at mobilization and inquires.

g. ACNP for Distribution (Pers-4)

(1) Distribution Support Office (Pers-4G). Integration of reserve members into personnel distribution systems at mobilization.

(2) Distribution Management and Control Division (Pers-46). Receiving/acting on field requirements for voluntary and involuntary reserve support for Joint Task Force (JTF) when active duty personnel are not available; passes approved requirements to Pers-25 for ADSW processing or to CNO (N3/N5) for involuntary recall consideration.

h. ACNP for Personnel Readiness and Community Support (Pers-6)

(1) SELRES Educational Benefits (Pers-60)

(2) Navy Drug and Alcohol Program (Pers-63)

(3) Personal, Family, and Community Support (Pers-66)

(a) Family Service Centers (FSCs);

(b) Ombudsman training/support;

(c) Family advocacy;

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- (d) Child sexual/physical abuse;
- (e) Rape/victim assist;
- (f) Exceptional family members; and
- (g) Casualty assistance.

i. ACNP for MPN Financial Management (Pers-7)

- (1) MPN Pay and allowance funding guidance for involuntarily recalled Reservists; and
- (2) Support for mobilization pay and allowance MPN funding reports requirements, methods and formats.

j. ACNP for Military Personnel Performance and Security (Pers-8)

- (1) Transient Personnel Unit (TPU) policy/procedures; and
- (2) Deserter administration.

k. ACNP for Naval Reserve Personnel Management (Pers-9)

(1) Naval Reserve Resource Management Office (Pers-9D). Manages Reserve Personnel Navy (RPN) fund distribution for ADSW support of the CINCs.

(2) Naval Reserve Personnel Administration Division (Pers-91). SELRES and PIM Individual Ready Reserve (IRR) administrative guidance. BUPERS special cases board (delays and exemptions) processing functions for reservists.

(3) Naval Reserve Plans Division (Pers-92)

- (a) Navy military personnel mobilization and demobilization policy development, coordination and dissemination;
- (b) Navy mobilization reporting coordination to JCS and OSD;
- (c) BUPERS program guidance and manpower management, reserve unit manpower, ERC, Personnel Mobilization Team (PMT));
- (d) ERC coordination and support of mobilization/demobilization processing at NMPS (The ERC is activated and staffed continuously during large scale mobilizations. Initial activation is by active duty personnel from BUPERS, with augmentation by a

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Reserve Component (RC) SELRES unit. The ERC receives mobilization reports submitted by each NMPS, and tracks the overall status of the mobilization. The ERC reports mobilization processing status on a daily basis to CHNAVPERs.);

(e) NMPS operations and exercises; and

(f) Mobilization training and exercises.

(4) Naval Reserve Information Resources Management Division
(Pers-95)

(a) Coordination of BUPERS Reserve Information Resources Management (IRM) database operations with COMNAVRESFOR and NAVRESPERSCEN; and

(b) Navy Standard Integrated Personnel System (NSIPS) mobilization interface requirements with Pers-3 and NSIPS design with COMSPAWARSSYSCOM MP IRM Program Office (PMW 153).

1. ACNP for Information Resources Management (Pers-10)

(1) Information Resources Management Division (Pers-101)
Coordination of Manpower, Personnel and Training Information System (MAPTIS), Inactive Manpower and Personnel Management Information System (IMAPMIS), field systems, and Reserve Headquarters System (RHS) personnel system interface requirements.

(2) Information Systems and Technology Division
(Pers-102)

(a) Manpower and Personnel Management Information System (MAPMIS) and field system design/modification to meet mobilization requirements;

(b) Creation/maintenance of contingency historical databases;

(c) Mobilization Exercise (MOBEX) data base support; and

(d) Source Data System (SDS) field data pre-staging for personnel mobilization processing support, accounting, and field reporting.

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2-22 Commander Naval Reserve Force (COMNAVRESFOR)

1. Directs and coordinates the activation of subordinate units and individuals. COMNAVRESFOR serves additional duty as Director of Naval Reserve, CNO (N095).

2. Mobilization Functions/Implementing Tasks

a. Implements the COMNAVRESFOR Manpower and Mobilization Support Plan (MMSP), as appropriate, in response to the CNO mobilization directive.

b. Develops and updates the COMNAVRESFOR MMSP. Reviews, approves and maintains copies of subordinate commands' MMSPs.

c. Upon receiving SELRES mobilization requirements from CNO (N3/N5), COMNAVRESFOR notifies affected reserve activities and drilling reservists via the Reserve Training Support System (RTSS).

d. Serves as the mobilization orders issuing agent for CHNAVPERS. Develops, updates and coordinates the computer-generated mobilization orders to the reserve field activities.

e. Directs and coordinates the activation of units and/or individuals under COMNAVRESFOR cognizance in response to the BUPERS mobilization and order writing guidance.

f. Maintains NSIPS (when fielded) which consolidates Reserve Standard Training Administration and Readiness Support (RSTARS)-MP pay and personnel systems for selected/drilling Reservists to include training and mobilization assignments. Maintains information and communication systems to track orders, travel requests, tickets, activation, and orders execution.

g. Upon completion of activation COMNAVRESFOR notifies CNO, BUPERS, and the applicable NMPS Local Area Coordinator for Mobilization (LACMOB) of the expected arrival time of units or individuals at the NMPS.

h. Implements BUPERS-issued delay and exemption policy for SELRES and drilling IRR personnel at the field level.

i. Acts as BUPERS agent in coordinating and processing ADSW orderwriting.

j. Coordinates with Pers-25 for MPN orderwriting as needed for unfunded voluntary recall and Pers-9D for RPN orderwriting for voluntary recall.

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2-23 Naval Reserve Information Systems Office (NAVRESINFOSYSOFF)

1. Provides Navy-wide information resources management (IRM) support and is the Central Design Authority (CDA) for manpower, personnel and training (MPT) systems for the MCAs. An Echelon 3 command that reports to Commander, Naval Reserve Force.

a. Provides data processing services to NAVRESPERSCEN, EPMAC and COMNAVRESFOR, and data transmission links between New Orleans and Washington, DC.

b. Maintains the Inactive Manpower and Personnel Information System (IMAPMIS) which is used for the mobilization and corporate accounting of all reserve and retired personnel.

2-24 Enlisted Personnel Management Center (EPMAC)

1. Provides centralized management support for the distribution of active duty enlisted personnel following the overall personnel management policies established by CNO (N1) and the manning policies of the four MCAs (Commander in Chief, U. S. Atlantic Fleet (CINCLANTFLT), Commander in Chief, U. S. Pacific Fleet (CINCPACFLT), CHNAVPERS and COMNAVRESFOR).

2. Mobilization Functions/Implementing Tasks

a. Evaluates personnel assignment actions.

b. Identifies personnel vacancies via the Enlisted Personnel Requisition System (EPRES).

c. Issues, evaluates and revises Navy enlisted manning plans.

d. Assigns general detail (GENDET) personnel. GENDET personnel are non-rated, non-designated enlisted personnel (SN, FN, AN).

e. Processes diary entries for personnel accounting.

f. Collects and disseminates manpower and personnel information.

2-25 Naval Reserve Personnel Center (NAVRESPERSCEN)

1. Provides PIM in support of Navy mobilization requirements; manages the distribution of active duty Training and Administration of the Reserve (TAR) enlisted personnel; and maintains personnel information on all inactive reserve and retired personnel. Reports to CHNAVPERS (via BUPERS).

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2. Activation Functions/Implementing Tasks

a. Plans and directs the procurement, distribution, administration and screening of personnel and records for the Naval Reserve inactive force, except for SELRES personnel.

b. Manages PIM records and data bases.

c. Upon requesting and receiving funding, activates PIM by notification letters (mailgrams) and assigns them to appropriate NMPS for mobilization processing.

d. Prepares and distributes active duty orders, forwards service and health records for PIM mobilization personnel to NMPS.

e. Receives mobilization reports from NMPS for PIM and submits reports to CNO/CHNAVPERS on activation status of personnel, including non-compliance, and delay and exemption reports.

f. Fills emergent fleet requirements as requested by EPMAC.

2-26 Naval Reserve Readiness Commands (NAVRESREDCOMs)/Naval Air Reserve (NAR) Commands

1. Provide guidance and direction for the proper administration of Naval Reserve activities under their cognizance. These include Naval Reserve Centers (NAVRESCENS), Naval and Marine Corps Reserve Centers (NAVMARCORESCENS) and NAR activities.

2. Activation Functions/Implementing Tasks

a. Conducts activation/deactivation processing of assigned SELRES as directed by COMNAVRESFOR.

b. During actual or exercise mobilizations, accumulates and consolidates data to monitor activation/mobilization progress. Reports to COMNAVRESFOR via the RTSS Unit Mobilization Reporting and Monitoring Program. Utilizes RTSS for tracking personnel in the event of mobilization.

c. Ensures proper maintenance of SELRES health records and ensures the satisfactory physical condition of each SELRES.

d. For activities not directly served by a Personnel Support Activity (PERSUPPACT) or PERSUPP DET, ensures proper maintenance of Naval Reservists' personnel records.

- e. Develops and maintains individual manpower mobilization support plans (MMSPs). Reviews, approves and maintains copies of subordinate command's MMSPs as directed by COMNAVRESFOR.
- f. Provides for logistical and administrative support to small boat units, construction forces, and Reserve crews of Naval Reserve Force (NRF) ships (when the ship is not in port).
- g. Ensures Alert Conditions (LERTCONs) and telephone notifications for mobilization procedures can be implemented.
- h. Ensures subordinate commands are ready to implement activation and mobilization procedures.
- i. Implements delay and exemption policies as established by CHNAVPERs and monitors status of Reservists delayed or exempted from recall.

**2-27 Naval and Marine Corps Reserve Centers (NAVMARCORESCEN),
Naval Reserve Centers (NAVRESCEN), and Naval Air Reserve Sites**

1. Maintain administrative readiness to expeditiously activate assigned SELRES units in the event activation is directed. Responsible for planning, scheduling and executing all consolidated training. NAVMARCORESCENs, and NAVRESCENs report to NAVRESREDCOMs. Naval Air Reserve Sites report to Commander, Naval Air Reserve Force (COMNAVVAIRESFOR).

2. Activation Functions/Implementing Tasks

- a. Conducts or ensures that peacetime activation/mobilization training is conducted so that each incumbent of a mobilization requirement is fully qualified as rapidly as possible.
- b. Ensures proper maintenance of SELRES health records and ensures satisfactory physical readiness condition of each SELRES.
- c. Initiates and conducts at least one activation exercise per calendar year to ensure assigned unit readiness.
- d. Recalls and activates assigned SELRES as directed by COMNAVRESFOR.
- e. Accumulates and reports SELRES activation data to their respective NAVRESREDCOM or designated Air Commander, as directed by COMNAVRESFOR.
- f. Administers personnel who are authorized mobilization delays or exemption.

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g. Transfers personnel to NMPS upon completion of activation processing (See Section IV 4-9).

h. Ensures LERTCONs and telephone notification for mobilization/activation procedures can be implemented by assigned units/individuals.

i. Develops and updates a local MMSP as directed by COMNAVRESFOR.

j. Maintains supplies of activation/mobilization processing forms.

k. Conducts deactivation processing for SELRES personnel upon release from voluntary or involuntary recall/mobilization.

2-28 Defense Finance and Accounting Service - Cleveland Center (DFAS-CL)

1. DFAS-CL provides accounting and finance support to DoD agencies and the military services. DFAS-CL, one of 5 centers reporting to the agency headquarters, is the primary provider of those services for the Navy through a network that is composed of central site operations and five major regional sites designated as operating locations. Navy active duty and reserve pay operations that support Navy disbursing offices are centralized in Cleveland. Retired pay operations for all of the military services are centralized there as well.

2. Mobilization Functions/Implementing Tasks

a. Establishes a Military Master Pay Account (MMPA) for members recalled to active duty and establishes Direct Deposit System (DDS) enrollment for pay and allowance distribution for members.

b. Overall financial management guidance for the DoD is issued by DFAS Headquarters. It is complemented by Navy unique accounting and disbursing guidance (i.e. Defense Joint Military Pay System (DJMS) issued by DFAS-CL, which also acts as the disbursing officer for Navy military personnel who are captured or missing in action.

2-29 CONUS Replacement Center (CRC)

1. The CRC may be included as a CINC-directed overseas training activity which prepares augmentees for joint, multi-national, and NATO assignments. The CRCs located at Fort Benning, GA, and Fort Bliss, TX, under the CINC-designated force provider, United States Atlantic Command (USACOM), provided this JPTTA support for personnel recalled to support Bosnia contingency operations. The CRC, under

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the responsibility of the force provider, serves as a "one stop" deployability confirmation activity. Training at the CRC may include, but is not limited to the following:

- a. Theater orientation/indoctrination;
- b. NATO overview;
- c. Peace operations;
- d. Legal issues;
- e. Public affairs;
- f. Additional uniforms/equipment;
- g. Special training; and
- h. Weapons qualifications.